

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



February 4, 1983

ALL-COUNTY LETTER NO. 83-07

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: REVISION OF THE CHILD PROTECTIVE SERVICES QUARTERLY REPORT
(FORM SOC 291)

REFERENCE: DSS STATISTICAL REPORTING MANUAL, SECTION 26-520, ACL 81-121

This letter is to inform county welfare departments reporting on Form SOC 291, Child Protective Services Quarterly Report, of the revision of that statistical report form effective with the October-December 1982 report quarter.

At the request of the Statistical Services Branch (SSB), the CWDA Research and Statistics Committee set up a task force to work on recommendations for revisions to the SOC 291, Child Protective Services Report. The task force enumerated the problems that the form causes the counties, and developed recommendations which were submitted to SSB. As a result of those recommendations, the following revisions are being made to the SOC 291 effective with the October-December 1982 report quarter:

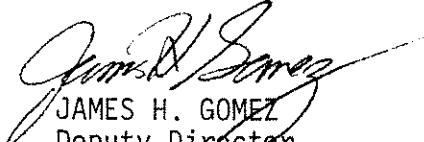
1. Section II, Part A - Caseload Movement, is revised to provide only information on the number of discontinued cases and the number of open CPS cases on hand at the end of the report period (Item 5 and 6). Thus, Items 1 through 4 under Section II, Part A, are eliminated, and Section I, Part A, Item 4a is expanded to show public assistance cases and non-public assistance cases accepted during the quarter. (The PA non-PA status is currently reported under Section II, A2.) Please add an additional line under the (1) Families and (2) Service Children categories as follows:

	(1)	(2)
Section I, Part A, Item 4	<u>Families</u>	<u>Service Children</u>
a. Accepted - PA cases	_____	_____
Non-PA cases	_____	_____
b. Rejected	_____	_____

SSB will review carefully the caseload data that counties report under these revised reporting requirements. When the Form SOC 291 is revised in October 1983 to reflect SB 14 changes, any necessary adjustments in caseload reporting requirements will be made.

2. The report instructions and definitions are changed to provide clarification that all emergency shelter care placements that occur as part of the process of protecting the child, are to be reported in Section III, even when initiated by non-CWD personnel.

If there are any questions, or if we can be of further assistance, please contact Kip Steely at (916) 323-2330 or (ATSS) 473-2330.


JAMES H. GOMEZ
Deputy Director
Administration

cc: CWDA